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# Staff Council SUN

A PERIODIC NEWSLETTER FROM THE  
UTD STAFF COUNCIL

## You are invited...

to these upcoming Staff Council events:



**Wednesday, February 13**  
**9:00 a.m., ECSS 2.102**

**Monthly Staff Council meeting.** Come listen and learn how the Staff Council is continually improving University operations and the well-being of UTD's employees.

**Friday, February 22**  
**1-3 p.m., Visual Arts Bldg.**

**Meet & Greet** your district representatives and learn more about what the Staff Council can do for you. Details on page 2.

**Wednesday, April 2**  
**Coffee with the President.**

Representatives from Districts 2, 4 & 7 get an opportunity to sit down with President Daniel. If you would like to attend, send an email request to Tonja Kirkwood-Brown at: [tkbrown@utdallas.edu](mailto:tkbrown@utdallas.edu)

## Valentine's Day Balloon and Cookbook Sale



Don't forget to mark your calendar for our Valentine's Day Balloon and Cookbook Sale... **Thursday, February 14th, 10:00 a.m. to 2:00 p.m.** in buildings all around campus. *All proceeds benefit the Staff Council Scholarship Fund.*

**Red Mylar Heart Balloons \$2.50**  
**Cookbook available for \$10.00**

For orders for cookbooks or multiple balloons...or if you have any questions...contact your building representative:

Patsy Aguilera	MC 1.204	<a href="mailto:paguiler@utdallas.edu">paguiler@utdallas.edu</a>
Ed Bennett	JO 4.704	<a href="mailto:bennett@utdallas.edu">bennett@utdallas.edu</a>
Lynne Boyer	GR 3.826	<a href="mailto:lynne.boyer@utdallas.edu">lynne.boyer@utdallas.edu</a>
Darlene Coppage	MC 1.312	<a href="mailto:darlene.coppage@utdallas.edu">darlene.coppage@utdallas.edu</a>
Patrice Holt	SB 1.108	<a href="mailto:patrice.mayfield@utdallas.edu">patrice.mayfield@utdallas.edu</a>
Tricia Losavio	AB 1.702	<a href="mailto:tlosavio@utdallas.edu">tlosavio@utdallas.edu</a>
Irene Marroquin	GR 2.702	<a href="mailto:imarroquin@utdallas.edu">imarroquin@utdallas.edu</a>
Tara Riall	ATEC 1.704	<a href="mailto:tara.riall@utdallas.edu">tara.riall@utdallas.edu</a>

# Meet-n-Greet

**FEBRUARY 22, 2008**

**1:00 - 3:00 p.m.**

**Visual Arts Building**

(the "Art Barn" behind  
the Jonsson Building)

**DESSERTS  
& DOOR  
PRIZES**

**STAFF COUNCIL**  
**UTD**

*Working for You!*

- Learn about new Staff Council Projects
- Make suggestions to improve UT Dallas
- Find out what District you are in
- Meet the District Representatives

*More details coming soon!*



## Updated Recycle Bin Locations

The Staff Council has entered into a working relationship with a third-party vendor that will collect ink-jet and toner cartridges. For every good one that UTD recycles, they will pay us a fee of \$3 to \$5 each. All proceeds benefit the Staff Council Scholarship Fund.

The process is simple. Faculty, staff and students can bring their used ink-jet cartridges or office printer toner cartridges and deposit them in a recycle bin (or next to the bin for larger cartridges) located near:

SB1.1M1, AB1.710, JO4.510, FO2.2T1, FO3.1T2, MC1.204, AT1.706, HH2.126,  
AD2.406, AD3.404, MC1.312, EE 2.706, ECSS 4.0909, SOM 2.260, SOM 3.431,  
SOM 4.217, SOM 1.902

Please contact one of your district representatives to report when a collection point is full.

## CARE Award Winners



The Fall CARE Award Ceremony was held January 17 in the McDermott Suite located on the fourth floor of the McDermott Library. Congratulations to the recipients of this special award. Pictured left to right:

Bill Conoley, Nancy Lozano, Lori Skillestad,  
Randi Mogul, Sherry Marek, Kent Mecklenburg

## Self-Evaluation Tool Available

Employee evaluation time can be stressful. The Staff Development Committee worked with Human Resources in creating a self-evaluation tool for you to use in order to prepare for your annual employee evaluation. Some of the helpful questions from the tool are:

1. What do you consider to be the top 3-5 priorities of your job as you understand them?
2. What do you see as your greatest accomplishments or successful efforts over this past review period?
3. What factors, environmental or otherwise, impacted your job or your ability to perform your job during the last review period?
4. In what areas would you like to gain more experience, training, or education?
5. What could you do to perform your duties and assigned tasks more efficiently?
6. What can your supervisor or co-workers do to assist you in becoming more efficient?

For the full Self-Evaluation Tool visit the Human Resources website at:  
[www.utdallas.edu/hrm/er/pm/appraisals.php5](http://www.utdallas.edu/hrm/er/pm/appraisals.php5)

*We're Moving...*



Additional sessions of WebCT for Compliance Training have been scheduled in February and March. We will continue to schedule more training and working lab sessions in March, April and May. Attendance at one of the training sessions is not required. The purpose of WebCT for Compliance Training is to provide information on how to navigate and complete Annual Compliance Training within WebCT. By the end of the course, you will have completed one of the training modules required for annual training this year. So you will have one less to module to complete in March.

Training is available on the following days:  
Friday, February 22nd at 10 AM – JO 3.210  
Monday, February 25th at 2 PM – JO 3.210  
Tuesday, February 26th at 2 PM – JO 3.210  
Thursday, February 28th at 10 AM – JO 3.210  
Monday, March 3rd at 10 AM – JO 3.210  
Thursday, March 6th at 10 AM – Callier Ctr B100  
Tuesday, March 11th at 2 PM – Callier Ctr B100  
Wednesday, March 12th at 2 PM – JO 3.210  
Thursday, March 13th at 2 PM – JO 3.210

Training sessions will last approximately 30 to 45 minutes each. Registration is required. Please register by emailing [compliance@utdallas.edu](mailto:compliance@utdallas.edu) with your name and preferred training date.

## Free Transportation on DART

The UT Dallas Transportation Services Office was established in the Fall semester of 2007. The mission of Transportation Services is to provide on- and off-campus transit to students, faculty, staff, and visitors that is convenient, cost effective, and safe.

In cooperation with Dallas Area Rapid Transit (DART), Route 883 provides transit service Monday through Friday from the campus to the DART Light Rail system and local residential and shopping areas. Route 883 operates a limited schedule on weekends.

The second route, Route 884, provides round-trip transportation Monday through Friday from the Richardson campus to the Callier Center, UT Southwestern, and the Center for Brain Health.

All transit services operated by the University are open to the public. No pass or ID of any sort is necessary to board and no fare is required. UT Dallas faculty, staff and students are eligible for free transit passes for all of DART's services.

For more information, visit:  
[www.utdallas.edu/transportation/](http://www.utdallas.edu/transportation/)





## 100 DAY CHALLENGE

### **Congratulations to UT Dallas team *Bursar Losers!***

They are ranked number 1 at UT Dallas and number 9 in the Dallas area out of 402 teams! *Zen Chicks and Larry* are ranked twenty-fifth in Dallas area teams and number 2 at UT Dallas.

### Also congratulations to UT Dallas team *Anchors A-Weigh!*

Because of their clever team name, each of their members will receive a free pedometer from corporate sponsor Live Healthy America.

So far, UT Dallas has 16 teams and 112 participants who have lost a combined 155 pounds, participated in 696 hours of activity, and walked 2785 miles!

New teams can be formed throughout the month of February, so join now! It's not too late to get healthy!

To help you along your path to Living Healthy, each participant in the LHD 100 Day Challenge receives:

- Training t-shirt
- Access to the LHD resource page powered by *Fitness Magazine*
- Weekly activity, nutrition and recipe tips via e-mail
- Personalized online dashboard to track progress

Upon registering for Live Healthy Dallas:

- Chances to win prizes and incentives
- Personalized meal plans
- Customized workouts
- More!

### *Join Now.... It's Easy!*

1. Choose a team name and a team captain
2. Contact **Vivian Rutledge** to get the group registration code  
Email: [vivianr@utdallas.edu](mailto:vivianr@utdallas.edu) or call 972-883-2128
3. Register your team

## Staff Council Scholarships Available!

The Staff Council Scholarship has been developed to further the education of **any and all** UT Dallas staff members in academic or vocational programs.

**All staff members who meet the following criteria may apply:**

- Attending community colleges, universities or accredited vocational schools
- Minimum of six months of employment at UTD
- Benefit Eligible (50% or more)
- Overall GPA must be maintained as follows:
  - 2.5 GPA - Undergraduate
  - 3.0 GPA - Graduate
- US citizen or permanent US resident
- Complete official application by **February 15, 2008.**

Please see the Staff Council webpage for an application.

# Did you know...

## ECS Continues on Growth Path

The latest news from the Jonsson School of Engineering and Computer Science is all about growth.

Research revenue from the past year hit an all-time record, topping \$27 million, and with the arrival of five new electrical engineering faculty last fall the school now has nearly 100 faculty members.

Meantime, space in the one-year-old Natural Science and Engineering Research Laboratory building is reserved for still more new researchers and their students and staff as they're recruited to the school.

In addition, a new department will debut this fall: Materials Science and Engineering. It will be led by Yves Chabal, holder of the Texas Instruments Distinguished University Chair in Nanoelectronics, who joined the school in January from Rutgers University after two decades of distinguished work at Bell Labs. The department will build upon the school's established materials science program that has grown up in the Department of Electrical Engineering.



*Yves Chabal, the Texas Instruments Distinguished University Chair in Nanoelectronics*

The Jonsson School also hopes to introduce a mechanical engineering program this fall.

Additional examples of growth are expected in the very near future, thanks to student efforts: The UT Dallas IEEE branch is planning a much-expanded technology expo the week of Feb. 17 in honor of National Engineers Week, for instance. And plans for the Game Engineering Conference in late March envision the largest event ever organized by the student chapter of the Association for Computing Machinery, working in conjunction with the Student Game Developers Association.

## Doolittle Tokyo Raiders Coming to UTD

*by Paul A. Oelkrug, C. A.*

The Doolittle Tokyo Raiders are coming to Dallas to celebrate their 66<sup>th</sup> Anniversary Reunion of the famous World War II raid on Tokyo, Japan. The raid took place on April 18, 1942 when 16 Army B-25 Mitchell bombers took off from the aircraft carrier U. S. S. Hornet on a mission to bomb Tokyo and other Japanese military and industrial targets. It was the first significant offensive operation against the Japanese.

**On April 19 at 1:30p.m. in Conference Center Auditorium**, Dr. Larry Sall will give a brief talk about the events leading up to the raid, followed by Col. C. V. Glines who will talk about the mission. Following these brief lectures, the Raiders will be introduced and the audience will be given a chance to ask the Raiders questions. This is a rare opportunity to meet the few remaining men who took part in the raid - men who are true American Heroes. This event is free and open to the public.

Brought to you by the  
Staff Council Communications Committee

Laurie Brown, Chair	Corina Cantua
Lori Jacobsen	Michelle Long
Lin Maute	Loreen Phillips

[www.utdallas.edu/staffcouncil](http://www.utdallas.edu/staffcouncil)

### About the UTD Staff Council

The Staff Council is an advisory body through which eligible staff members can convey information and make recommendations to the President regarding interests and concerns of the university staff. The Staff Council is constituted by the President with the goal of continually improving university operations and the well-being of UTD's employees. The Staff Council addresses matters of general concern to the UTD community and, in particular, to members of the UTD staff and is not intended to supplant existing procedures for addressing individual grievances.